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17. Electronic Commerce System for procuring goods/services by a number of users within an organization, from a number of vendors, comprising

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- (a) one page electronic purchasing document which collectively replaces individual paper and electronic purchase requisitions, purchase orders and vendors' acknowledgements, shipping notices, invoices, and statements; and successively serves their identical functions, traveling electronically between participants of the system; and
 - (b) an electronic purchaser's system to introduce each One Page document to the system of serving these purchasing functions, progressively moving the document to the participants, following each step to recognize actions completed, verifications completed, actions needed, and sending the document to the next action location, coupled with a time schedule for each action, and a follow up system;
 - (c) a One Page template worksheet selected by the purchase originator when securing and preparing the One Page document, to disclose justification of the purchase, possible supporting data, and in the case of contract orders, information on contract dates, purchases to date and past performance;
 - (d) a purchaser's payment system activated by the operation of the One Page document, arranging payment to the vendor's bank, without individual participation within the purchaser's organization;
 - (e) exclusive rights in the use of the forms contained herein, referred to as template forms, and to any other forms associated with the One Page document; and
 - (f) use of a plurality of terminals, work stations, servers, Intranet and Internet programs operating with "off the shelf" software systems chosen from selections current at the time of installing the One Page System, compatible with retained legacy systems, necessary to operate the One Page System.

18. System as defined in claim 17, wherein a One Page document used to perform the functions of the system, is selected from a choice of three forms of purchasing, by size and type of purchase, and provides for the needs of the different participants, as prepared by the originator.

19. System as defined in claim 17, wherein during the progression of the One Page document through its functional steps, any changes found necessary will require the action of the originator, which is first processed, by the finder, through removing the dots shown for the present and previous action, thereby producing a template form, "Action Change Request", to secure explanations why changes are necessary, then, to be returned back into the system, in reverse sequence, for necessary action by the order originator.

20. System as defined in claim 17, wherein the vendor acknowledges the order by inserting the vendor's invoice number in the One Page document, and Emailing it back to the purchaser's System, thereby avoiding any problems of the vendor not having a compatible electronic signature system.

21. System as defined in claim 17, wherein electronic signatures are required of purchaser's participating employees to acknowledge their actions completed, and will thus be shown to ease verification of the entire One Page document through its successive steps, and to assist the auditing functions.

22. System as defined in claim 17, wherein the total amount of the One Page document, including taxes, handling charges, etc. will be established at the outset, when the document is prepared, thereby having the correct amount for authorization approval, vendor acceptance, and payment advice to the paying bank, without the usual need for a vendor's invoice, before arranging payment.

a) 23. System as defined in claim 17, wherein the purchaser is required to prearrange terms of payment with the vendor, which is scheduled into the system, thereby permitting the purchaser to adjust payments to fit the purchaser's cash flow needs, and without this, the vendor would have no basis for being paid.

24.. System as defined in claim 17, wherein the vendor attaches a bar code label to the outside of the order shipped, displaying the purchase document and invoice numbers, which will be used by the receiver to identify the One Page document for verification of receipt, thereby eliminating the usual shipping document.

25. System as defined in claim 17, wherein a member of the purchaser's receiving department uses a hand held computer and the vendor's bar code reference, to reveal the items listed on the One Page document, clicking in the space provided to confirm receipt of each item, and when the order is completely checked, the member's electronic signature will be accepted by the system, ready for the originator's signature of acceptance, thereby using the original One Page form to avoid any mistakes in identification of the order content.

26. System as defined in claim 17, wherein a section is contained in the One Page document for the originator to enter the amounts and accounts to be charged for the items purchased, which is entered into the system to be held in suspense until the item is received as acknowledged, and charged to that account(s) with an accounts payable entry.

27. System as defined in claim 17, wherein the vendor is permitted to put a "stop" on the preparation and processing of their documents replaced by the system, but continuing the use of the invoice number as identified with the One Page document, thereby saving substantial work and cost for the vendor.

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28. System as defined in claim 17, wherein a Purchase Worksheet provides a choice for either fixed assets or expenses applicable to larger purchases which justify the purchase, and provides information on use of items replaced, depreciation reserves, writeoffs,, other purchases required, etc., with this worksheet made an addition to the One Page document for internal use and fitted into a program for "other purchase actions", such as accounting and taxes, along with its use for auditing the One Page System.

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29. System as defined in claim 17. wherein the initiation of an order requires use of a template form "Purchase Menu", secured on the originator's monitor by pressing an assigned "Purchase" key on the keyboard, which lists a choice of information and action links, including company purchasing policies, procedures, worksheet, order form, vendor and product sources, orders outstanding, previous orders, accounts to be charged, etc., thereby accessing the necessary information to complete the purchase worksheet when required, and the data to be inserted in the One Page form, with the major sources for these data being established by the purchasing department.

30. System as defined in claim 17, wherein seventeen different management reports are identified to assist and control the purchasing functions at the several action points and times.
